

HIDDEN HILLS COMMUNITY ASSOCIATION  
GATE AND PATROL SERVICES COMMITTEE  
MEETING MINUTES

November 12, 2019

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:30 p.m. by Jeff Korcheck. Also present were Barbara Lipkin, Kim Gagnier, Carolyn Okazaki-Siegler, John Boulianne, Bob Paine and Board Liaison Debbie Seror, and Stefany Tristan as Staff Liaison.

Absent was Mike Resnick.

Guests present were Ted Waldron and Chris Dunn with Covered 6.

APPROVAL OF MINUTES

Barbara Lipkin made a motion to approve the minutes of the October 7, 2019. Carolyn Okazaki-Siegler seconded the motion.

NEW BUSINESS

Notifications when gate goes down:

Jeff Korcheck wants to discuss sending out a notification to the community if one of the gates goes down after hours. As the office is closed after 5:00 pm and on the weekends, there is no one in the office to send out a notification to the community. Jeff Korcheck asks what options we have to notify the community, Barbara Lipkin mentions posting the information on the Hidden Hills Facebook page. Bob Paine suggests signage inside the community at dedicated locations to make the community aware as they are exiting. Bob Paine asks Chris Dunn with Covered 6 is there a hand held scanner to help with processing resident cars as they come in while the gate is down. No, there is no hand held device but the guards do have tablets and patrol can assist if a line starts to form. It was asked if we could give someone on the committee access to Everbridge, the notification system. Who would have access, Jeff Korcheck feels that Debbie Seror the board liaison should have access and be the one to send the notification. Chris Dunn agrees that it is a good idea. Chris says he will let whoever is designated to send the notifications know when the gate goes down.

Gate Manual Revision

This matter was tabled until January 13, 2019, as the members of the committee had not had time to review the sections of the manual that needed to be corrected.

Gate Committee Responsibilities

Board liaison, Debbie Seror announced that as of the first of the year the Gate and Patrol Services Committee will be assigned tasks to individual committee members. Each member will be given certain tasks to report on at each meeting. Tasks will be given out to members during the January meeting.

## OLD BUSINESS

### Update on Radios

Chris Dunn with Covered 6 reported that the FCC License was approved 3 weeks ago. In case of emergency we will have extra radios for Kerry Kallman with the City of Hidden Hills. Other than that the City will not be involved with Covered 6 radios.

### Perimeter Cameras

Chris Dunn with Covered 6 reported that perimeter camera phase II has not started yet. There have been some incidents with no coverage. Phase II project will be adding 10 additional cameras. The city of Los Angeles has gotten to know Covered 6 and they call Covered 6 if they find a suspicious person going in or out of the community. Working together has been helpful in identifying people who should not be in the community.

### New Monitor for Burbank Gate

Chris Dunn with Covered 6 requested a new monitor be added to the Burbank Gate House. This additional camera will be designated for the perimeter cameras. Chris Dunn says a new monitor should run about \$150. Jeff Korcheck motioned to approve monitor. Barbara Lipkin seconded, all in favor. Motion passes.

### Status of Burbank Interior Design

Ron Heston has completed the drawings for the gate. We will invite him to the January meeting to present the drawings.

### California Gates

Stefany Tristan, staff liaison reported that the HOA is no longer using California Gate Systems to service our gate arms. California Gate Systems was not able to fix the new reader at the Round Meadow gate properly. They were unable to program the proper reader to reader the community's old transponders. Shannon Moore, General Manager was able to find Bradley Access Systems who were able to get the Round Meadow gate reader up and running and able to accept the community's older transponders. Bradley Access Systems is local to the community and they have a better response time for service.

With no other matters to discuss the meeting was adjourned at 8:15 pm.